

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
January 10, 2023

Board Members Present in Person: Richard Jones, Russell Kutz, Michael Wineke, Gino Racanelli, Kirk Lund, and Alice Mirk

Others Present: Director Brent Ruehlow; Administrative Services Division Manager Brian Bellford, County Administrator Ben Wehmeier, and Office Manager Kelly Witucki

1. CALL TO ORDER

Mr. Jones called the meeting to order at 8:30 a.m.

2. ROLL CALL/ESTABLISHMENT OF QUORUM

Nsibirwa Absent/Quorum was established.

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Mr. Ruehlow certified that we were in compliance.

4. REVIEW OF THE JANUARY 10, 2023 AGENDA

5. PUBLIC COMMENTS

No Comments

6. APPROVAL OF THE DECEMBER 13, 2022, BOARD MINUTES

Mr. Wineke made a motion to approve the December 13, 2022 board minutes.

Mr. Kutz seconded.

Motion passed unanimously.

7. COMMUNICATIONS

8. REVIEW OF THE NOVEMBER 2022 FINANCIAL STATEMENT

Mr. Bellford reviewed the November financial statement (attached) and reported that we are projecting a positive year-end fund balance of \$2,145,985. This is up from last month because of our WIMCR settlement. Additionally, this includes \$1,000,000 in reserve carryover that is offset with additional transfers out of our fund. Our entire 2021 surplus was carried over as 2022 beginning balance and then transfers during the year were made to adjust these balances.

9. DISCUSS AND APPROVE DECEMBER 2022 VOUCHERS

Mr. Bellford reviewed the summary sheet of vouchers totaling \$541,686.63 (attached).

Ms. Mirk made a motion to approve the December 2022 vouchers totaling \$541,686.63.

Mr. Lund seconded.

Motion passed unanimously.

10. DISCUSSION AND POSSIBLE ACTION ON THE NEW 2023 PROFESSIONAL SERVICE CONTRACTS (INTERPRETER AND CCS REGIONAL SERVICE ARRAY)

Mr. Ruehlow reported that we have two new service providers. (attached)

Mr. Kutz made the motion to approve the contract as listed.

Mr. Lund seconded.

Motion passed unanimously.

11. DIRECTOR'S REPORT

- Mr. Ruehlow thanked the board for their support in his new role as the Human Services Director.

- Lobby Day is in April this year, but no dates have yet been posted.
- Mr. Ruehlow spoke with Wendy Henderson from DCF regarding the needs of Jefferson County.
- Jordan Lippert is the new Assistant Corporation Counsel who will be assisting the Child and Family Division.

12. ADJOURN

Mr. Racanelli made a motion to adjourn the meeting.

Mr. Lund seconded.

Motion passed unanimously.

Meeting adjourned at 9:14 a.m.

Minutes prepared by:

Kelly Witucki
Office Manager
Human Services

NEXT BOARD MEETING

Tuesday, February 14, 2023, at 8:30 a.m.
Jefferson County Workforce Development Center
874 Collins Road, Room 103
Jefferson, WI 53549